

Minutes of electronic board meeting  
December 2003 – January 2004

1. Oman workshop

Report on the visit of Richard Lewis to Oman - Noted

Draft programme – Noted the concerns of the board members regarding the timing of the board meeting on Sunday. Agreed to hold an informal meeting on Sunday with a formal meeting on Monday, continuing in the afternoon, if considered necessary.

Administration details – noted that invitations would be sent to members inviting them to apply for assistance from the development fund to enable them attend the workshop.

Agreed that attendance be limited to two delegates from each member organisation and that associate members be represented at the workshop. Agreed the leaders and topics for each session on the workshop programme.

2. Membership

The board noted with regret the resignation of Dirk van Damme. Also noted that while the constitution is silent as to filling of casual vacancies members, a method for replacement of vacancies would need to be agreed. Agreed to discuss proposals for a replacement at the Oman board meeting.

3. Working Groups

Relations with regional networks.

Noted the progress report from Dorte Kristoffersen and agreed that the final text be submitted to the workshop in Oman.

Publication and dissemination policy. Proposed Public Policy.

Noted that Dirk Van Damme had not submitted a paper before he resigned, Richard Lewis drafted an outline publications policy inviting comments. No comments received.

4. Financial Matters

Noted and Agreed the draft accounts 2003.

Noted and Agreed the draft Budget for 2004. Further noted that more discussion is required regarding the development fund and the amount of money required for it.

5. Updating of Information held about members

No comments received in response to the proposals.

6. Constitution

Noted the comments from members proposing that the constitution should provide for the replacement of board members who resign during their term.

7. Website

No comments received in response to the request for comments on the content and layout of the website.

8. AOB

Noted the suggestion by Steven Crow that INQAAHE is in need of operational policies, not directly related to the constitution.